

April 1, 2020

8:30 AM - 9:00 AM	8:30-9:00am - Touch Base on Emerging Issues --
9:30 AM - 10:00 AM	Jill/JC: touch base --
10:00 AM - 10:30 AM	CONFERENCE CALL: Jill/Elaine McKnight/Kirsten Tisdale re: Touch Base
10:30 AM - 11:00 AM	Conference Call: Jill/Corinne & Anne re: EDC (CITZ Expanded Mtgs)
11:00 AM - 11:25 AM	eApprovals
11:25 AM - 11:55 AM	Weekly FOI Call (2020 Mtg Series) --
12:00 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 1:30 PM	MINISTER: Service BC Fee Issue Paper (FIP) Briefing
1:30 PM - 2:00 PM	Updated enforcement NR + QA
2:00 PM - 2:30 PM	Daily Deputy Minister Check in on Covid 19 --
2:30 PM - 2:50 PM	Buffer
3:00 PM - 4:00 PM	Join the Celebration: Virtual Coffee + Cookie Service Commencement Party

April 2, 2020

8:30 AM - 9:00 AM	8:30-9:00am - Touch Base on Emerging Issues --
9:00 AM - 10:30 AM	eApprovals
10:30 AM - 11:00 AM	Phone Call: Jill/David re: Bi-weekly --

April 2, 2020 Continued

11:00 AM - 12:00 PM	Conference Call: Jill/Bobbi re: Weekly Touch Base (Dawson to attend first 15 mins) --
12:00 PM - 12:45 PM	Lunch and Eapprovals
12:45 PM - 1:00 PM	Conference Call: Jill, CJ, Hayden re: DMC Key Messages
1:00 PM - 2:00 PM	Jill/JC/Jen re: Touch Base Meeting
2:00 PM - 2:30 PM	Phone Call: Jill Kot and Peter
2:30 PM - 3:00 PM	Daily Deputy Minister Check in on Covid 19 --
3:00 PM - 3:20 PM	Buffer
3:20 PM - 4:20 PM	Weekly Exec call with DM - COVID 19 update
6:00 PM - 6:30 PM	MINISTER: Pre-brief for FPT Mtg on April 3

April 3, 2020

7:30 AM - 8:00 AM	Monthly Test of Satellite Phone
8:00 AM - 9:00 AM	COVID-19 : Invitation of Ministers to the meeting on procurement
8:30 AM - 10:00 AM	^{Security Concern} DMC --
10:00 AM - 12:30 PM	eApprovals
12:30 PM - 1:30 PM	Lunch and Eapprovals
1:30 PM - 2:00 PM	Jill Kot Richard Eaton Ingrid Bergmann Interview

April 3, 2020 Continued

2:00 PM - 2:30 PM	Phone Call: Jill/Dean re: Review Staffing Requests --
2:30 PM - 3:00 PM	Daily Deputy Minister Check in on Covid 19 --
3:00 PM - 3:30 PM	Conference Call: Jill/Bobbi/Tracee re: Supply Chain Debrief
3:30 PM - 4:00 PM	Phone Call: Jill & Susan re: DMC Debrief

April 5, 2020

8:30 AM - 9:30 AM	FW: Provincial Enhanced Monitoring for International Arrivals - Health Overview
10:00 AM - 11:00 AM	Planning for Enhanced Self Isolation Support
1:00 PM - 1:30 PM	Legal Discussion - Provincial Enhanced Monitoring to Directed Self-Isolation
4:00 PM - 5:00 PM	Planning

April 6, 2020

8:30 AM - 9:00 AM	8:30-9:00am - Touch Base on Emerging Issues --
9:00 AM - 9:45 AM	Phone Call: Bev: touch base --
9:50 AM - 10:20 AM	Conference Call: Jill, CJ, Hayden & Peter re: Update on Vendor Mgmt for Covid Priorities
10:30 AM - 11:30 AM	Office Time/eApprovals
11:30 AM - 12:00 PM	Test Skype call (ensure video is working) with JC and Jen
12:00 PM - 1:00 PM	Lunch and Eapprovals

April 6, 2020 Continued

1:15 PM - 1:30 PM	Conference Call: Jill/Bobbi & Tracee re: Long Term Care Facilities
2:00 PM - 2:30 PM	Daily Deputy Minister Check in on Covid 19 --
2:30 PM - 2:45 PM	Skype Meeting Test Part 2
2:45 PM - 4:45 PM	CITZ Executive Committee --
6:00 PM - 6:30 PM	End of Day Follow Up: Enhanced Social Isolation

April 7, 2020

8:30 AM - 9:00 AM	8:30-9:00am - Touch Base on Emerging Issues --
9:00 AM - 10:00 AM	Self-isolation plan implementation - 2 docs attached
10:00 AM - 10:30 AM	Prep for Next FPT Call on COVID-19 Procurement
10:30 AM - 11:00 AM	PHONE CALL: Jill/Sunny
11:00 AM - 1:00 PM	Covid-19 DM Committee Meeting -- Cabinet Chambers
1:00 PM - 1:30 PM	Phone Call: Jill/JC: touch base --
2:00 PM - 2:30 PM	Daily Deputy Minister Check in on Covid 19 --
2:10 PM - 3:30 PM	CITZ Expanded Exec Call
3:50 PM - 4:50 PM	MINISTER: Roundtable --

April 7, 2020 Continued

7:00 PM - 7:30 PM

Enhanced Self-Isolation - Provincial Staff: Go/No Go Update

April 8, 2020

8:30 AM - 9:00 AM

8:30-9:00am - Touch Base on Emerging Issues --

9:00 AM - 9:45 AM

Skype Mtg: Jill/Sunny re: Bi-weekly (Rebecca Guthrie attending 1st 15 minutes)

9:45 AM - 10:00 AM

9:45 am - Dial-into Cabinet Mtg & wait in Virtual Lobby for presentation

10:00 AM - 11:00 AM

Cabinet Mtg Presentation: Thrive Health COVID-19 Technical Supports

11:00 AM - 12:00 PM

Enhanced Self-Isolation - Provincial Staff: Project Meeting

12:00 PM - 12:30 PM

Conference Call: Jill/Bev/Carol Prest re: Private Sector Partners & BC Online

12:30 PM - 1:15 PM

Lunch and Eapprovals

2:00 PM - 2:30 PM

Daily Deputy Minister Check in on Covid 19 --

2:30 PM - 3:30 PM

Enhanced Self-Isolation - Touchpoint Leads: Process Flow Exercise

3:30 PM - 4:00 PM

Phone Call: Jill/Dean re: Bi-weekly --

4:10 PM - 5:10 PM

Jill/Susan re: Touch Base (Ivan & James attending)

6:30 PM - 7:30 PM

Enhanced Self-Isolation: Process Flow Exercise Part Two

April 9, 2020

8:30 AM - 9:30 AM	COVID-19 Procurement
9:30 AM - 10:30 AM	Jill/JC/Jen Touch Base
10:30 AM - 11:00 AM	Conference Call: Jill/Bobbi/Stu re: Workstations --
11:00 AM - 12:00 PM	Jill/Bobbi re: Weekly Touch Base --
12:00 PM - 12:30 PM	Lunch and Eapprovals
12:00 PM - 12:10 PM	PHONE CALL: Jill/Susan
12:30 PM - 1:00 PM	MINISTER: Briefing re: Law Courts Inn
1:00 PM - 1:30 PM	Daily Deputy Minister Check in on Covid 19 --
1:30 PM - 1:45 PM	Buffer
1:45 PM - 2:15 PM	MINISTER: Abbotsford Law Courts Reserve
5:00 PM - 6:00 PM	Enhanced Self-Isolation - Provincial Staff: Final Check-In Part 2
6:00 PM - 7:00 PM	Supply Chain Issues Update

April 10, 2020

8:00 AM - 5:00 PM	Good Friday
10:00 AM - 11:00 AM	Enhanced Self-Isolation - Provincial Staff: Go-Live Check-In

April 11, 2020

9:30 AM - 10:00 AM

Enhanced Self-Isolation - Project Team: Issues Management Check-In

April 12, 2020

11:30 AM - 12:00 PM

Enhanced Self-Isolation - Provincial Staff: Project Check-In

April 13, 2020

8:00 AM - 5:00 PM

Easter Monday

April 14, 2020

8:30 AM - 9:00 AM

8:30-9:00am - Touch Base on Emerging Issues --

10:00 AM - 11:00 AM

eApprovals

11:00 AM - 1:00 PM

Covid-19 DM Committee Meeting --
Security Concern

1:00 PM - 2:00 PM

LUNCH

2:00 PM - 3:00 PM

2:00PM DMCSSP

2:00 PM - 2:30 PM

Daily Deputy Minister Check in on Covid 19 --

3:00 PM - 5:00 PM

DMCSI (Deputy Ministers' Committee on Social Initiatives) --

4:00 PM - 5:00 PM

MINISTER: Roundtable --

5:15 PM - 5:45 PM

Jill/David/Allison/Mark/Okenge re: Front Line Services Response

April 15, 2020

8:30 AM - 9:00 AM	8:30-9:00am - Touch Base on Emerging Issues --
9:00 AM - 10:00 AM	Private appointment
10:10 AM - 12:10 PM	CITZ ExComm
12:10 PM - 1:30 PM	Lunch and Eapprovals
1:30 PM - 2:00 PM	MINISTER: Pre-brief for MAK for FPT MIN Procurement Mtg (Apr 16)
2:00 PM - 2:30 PM	Daily Deputy Minister Check in on Covid 19 --
2:30 PM - 3:00 PM	Buffer time
3:00 PM - 3:30 PM	Phone Call: Jill/JC: touch base --
3:30 PM - 4:00 PM	Weekly FOI Call (2020 Mtg Series) --
4:00 PM - 5:00 PM	eApprovals

April 16, 2020

8:30 AM - 9:00 AM	8:30-9:00am - Touch Base on Emerging Issues
9:00 AM - 10:15 AM	eApprovals
10:15 AM - 11:00 AM	Phone Call: Jill/CJ re: Bi-weekly Mtg --
11:45 AM - 12:30 PM	Jill/David re: Bi-weekly
12:30 PM - 1:30 PM	Lunch and Eapprovals

April 16, 2020 Continued

1:30 PM - 2:00 PM	Jill/Susan/Ivan re: Review Landscape Work
2:00 PM - 2:30 PM	Daily Deputy Minister Check in on Covid 19 --
3:00 PM - 4:00 PM	Jill/Bobbi re: Weekly Touch Base

April 17, 2020

8:30 AM - 10:00 AM	DMC --
10:30 AM - 11:30 AM	eApprovals
11:30 AM - 12:30 PM	CITZ Expanded Exec - Weekly Check-in
12:40 PM - 1:00 PM	Jill/CJ re: Touch Base
1:30 PM - 2:30 PM	Jill/JC/Jen re: Touch Base
2:30 PM - 3:00 PM	Buffer
3:00 PM - 3:30 PM	Friendly Chat: Christina & Jill
3:30 PM - 4:00 PM	Conference Call: Jill/Dean/Lisa re: Review Staffing Requests --
4:00 PM - 4:30 PM	FPT Debrief with Jill/Bobbi & Tracee
4:30 PM - 5:00 PM	Eapprovals/emails/office work - RT Bullets

April 20, 2020

8:30 AM - 9:00 AM	8:30-9:00am - Touch Base on Emerging Issues --
9:00 AM - 9:30 AM	FPT Next Steps with Jill/Michael/Tracee
9:30 AM - 10:00 AM	eApprovals
10:00 AM - 11:00 AM	MINISTER: Roundtable --
11:30 AM - 12:00 PM	eApprovals
12:00 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 3:00 PM	eApprovals
3:00 PM - 5:00 PM	CITZ ExComm

April 21, 2020

8:30 AM - 9:00 AM	8:30-9:00am - Touch Base on Emerging Issues --
9:00 AM - 10:00 AM	eApprovals
10:00 AM - 11:00 AM	PHONE CALL: Jill/Dean re: Bi-weekly
11:00 AM - 12:00 PM	Covid-19 DM Committee Meeting -- Security Concern
12:30 PM - 1:30 PM	LUNCH
1:30 PM - 3:00 PM	eApprovals
3:00 PM - 3:30 PM	Phone Call: Jill/Sylvia Comolli re: Co-ops
3:30 PM - 4:30 PM	Jill/Sunny re: Bi-weekly

April 21, 2020 Continued

April 22, 2020

8:30 AM - 9:00 AM	8:30-9:00am - Touch Base on Emerging Issues --
9:00 AM - 9:30 AM	Jill/JC: touch base --
9:30 AM - 10:30 AM	eApprovals
10:30 AM - 11:00 AM	Jill/Kirsten re: Bi-weekly --
11:30 AM - 12:00 PM	Weekly FOI Call (2020 Mtg Series) --
12:00 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 1:30 PM	Weekly Call with Jill/Bobbi & Tracee
1:30 PM - 2:30 PM	Jill/Bobbi re: Weekly Touch Base
3:00 PM - 4:00 PM	Jill/Susan re: Bi-weekly (Ivan attending)
4:15 PM - 4:45 PM	CONFERENCE CALL: Jill/CJ/Hayden re: Digital Investment during COVID
5:00 PM - 6:00 PM	Jill/Elaine Catch Up

April 23, 2020

8:30 AM - 9:00 AM	8:30-9:00am - Touch Base on Emerging Issues --
9:00 AM - 10:30 AM	COVID-19 Procurement Teleconference

April 23, 2020 Continued

10:30 AM - 11:00 AM	Buffer
11:00 AM - 11:15 AM	Phone Call: Jill/Lori
11:45 AM - 12:30 PM	Lunch and Eapprovals
12:30 PM - 1:00 PM	Jill/Bobbi/Stu re: Workstations --
1:00 PM - 3:00 PM	eApprovals
3:00 PM - 4:00 PM	Jill/JC/Jen re: Touch Base

April 24, 2020

8:30 AM - 10:00 AM	DMC
10:30 AM - 11:30 AM	eApprovals
11:30 AM - 12:30 PM	CITZ Expanded Exec - Weekly Check-in
12:30 PM - 1:00 PM	LUNCH
1:00 PM - 1:30 PM	Jill/CJ/Bobbi/Hayden re: Hosting and Application Development Strategy
1:30 PM - 2:00 PM	Buffer
2:00 PM - 2:30 PM	2:00 PM Jill/CJ/Kerry re: eApp 3570 2021 Privacy & Security Conference
2:30 PM - 3:30 PM	DM Meeting - Social Sector Planning
3:30 PM - 4:30 PM	Jill/Bev re: Bi-weekly

April 27, 2020

8:30 AM - 9:00 AM	8:30-9:00am - Touch Base on Emerging Issues --
9:00 AM - 9:30 AM	eApprovals
9:30 AM - 10:00 AM	Jill/Bobbi re: Pre-brief for Enterprise Contract Management Mtg (Mtg April 28)
10:00 AM - 10:30 AM	Touch Base: Christina and Jill
10:30 AM - 12:00 PM	eApprovals
12:00 PM - 1:00 PM	Jill/CJ re: Bi-weekly (Hayden attending first 15 minutes)
1:00 PM - 1:30 PM	Jill/Sunny re: Return to work plan
1:30 PM - 2:15 PM	LUNCH
2:15 PM - 4:00 PM	CITZ Executive Committee
4:00 PM - 5:00 PM	Corporate Executive Virtual Meeting
6:00 PM - 6:30 PM	Supply Chain DMC

April 28, 2020

8:30 AM - 8:45 AM	8:30-8:45am - Touch Base on Emerging Issues --
8:50 AM - 9:50 AM	MINISTER: Roundtable --
10:00 AM - 11:00 AM	eApprovals

April 28, 2020 Continued

11:00 AM - 12:00 PM	Covid-19 DM Committee Meeting --
12:00 PM - 12:50 PM	LUNCH
12:50 PM - 1:00 PM	PHONE CALL: Jill & Susan
1:30 PM - 2:00 PM	eApprovals
2:00 PM - 3:00 PM	Conference Call: Jill/Lori/Carl/Bobbi re: Enterprise Contract Management
3:00 PM - 5:00 PM	DMCSI (Deputy Ministers' Committee on Social Initiatives) --
5:00 PM - 5:30 PM	Phone Call: Jill/Okenge

April 29, 2020

8:30 AM - 9:00 AM	8:30-9:00am - Touch Base on Emerging Issues --
9:00 AM - 9:30 AM	Jill/JC re: Touch Base
9:30 AM - 10:00 AM	eApprovals
10:00 AM - 10:30 AM	Phone Call: Jill/Sunny re: Westhills Project
10:30 AM - 11:00 AM	Weekly Call with Jill/Bobbi & Tracee
11:00 AM - 11:30 AM	Buffer
11:30 AM - 1:00 PM	Lunch and Eapprovals
1:15 PM - 1:45 PM	MINISTER: Pre-brief for Minister Anand Call on April 30

April 29, 2020 Continued

2:00 PM - 2:30 PM	Weekly FOI Call (2020 Mtg Series) --
2:45 PM - 3:00 PM	Call with Don
3:00 PM - 4:00 PM	Jill/David re: Bi-weekly
4:00 PM - 4:30 PM	MINISTER: PO Mtg Pre-brief
4:30 PM - 5:00 PM	DM Conference Call - PLEASE CHOOSE EITHER 4:30 OR 5:30 CALL

April 30, 2020

8:30 AM - 9:00 AM	8:30-9:00am - Touch Base on Emerging Issues --
9:00 AM - 10:00 AM	Jill/Bobbi re: Weekly Touch Base
10:15 AM - 10:45 AM	MINISTER: MST Report Back
10:50 AM - 11:00 AM	Phone Call: Jill & Tracee
11:00 AM - 11:30 AM	Jill/Bobbi/Hayden/Rumon/Dwayne Robinson/Kathleen A./Jeannette & Jen re: MS Teams
11:30 AM - 12:00 PM	Jill/Sunny re: Document
12:00 PM - 1:00 PM	Phone Call: Jill & Dean

April 30, 2020 Continued

1:00 PM - 1:30 PM	Lunch and Eapprovals
1:30 PM - 2:15 PM	Jill/JC/Jen re: Touch Base
2:30 PM - 3:00 PM	Special DMCPSR re: PSI Fund
3:00 PM - 3:30 PM	DM Conference Call
3:30 PM - 4:00 PM	Buffer
4:00 PM - 4:30 PM	eApprovals
4:30 PM - 5:00 PM	Lori / Leon / Alex / Silas / Jill / Tracee re: Supply Chain
5:00 PM - 5:30 PM	Buffer